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**Meeting Report - BoG**

**June 13, 2020**

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**Board of Governors Members:**

Stefan Mozar, John Allen, Daniece Carpenter, Mike Nicholls, Steli Loznen, Ken Kapur, Wen-Chung Kao, Lei Wang, Michael Anderson, Daren Slee, Bansi Patel,

V. Jayaprakasan, Catherine Pell, Kim Fung (KF) Tsang; Fabio Furlan, Silvia Diaz Monnier, Leszek Langiewicz, Grant Schmidbauer

**Participants:**

Stefan Mozar, John Allen, Daniece Carpenter, Mike Nicholls, Steli Loznen, , Ken Kapur, Wen-Chung Kao, Daren Slee, Bansi Patel, Catherine Pell, Kim Fung (KF) Tsang; Fabio Furlan, Silvia Diaz Monnier, Grant Schmidbauer

**Guests:**

Manuel Castro, IEEE Division VI Director

Call to order \_\_10:23\_\_ am Central USA time

Adjourn \_\_\_2:34\_\_ pm Central USA time

**Welcome**:

* Agenda
  + Any items to add to the agenda?
    - No items added
  + Approval of Agenda
    - Motion made and passed
* Welcome to our guest speaker, Manuel Castro, our current Director of Division VI

**Guest Speaker**

IEEE Division VI Director Manuel Castro

* All IEEE areas have been impacted in these tumultuous times.
* This is a changing time for many areas.
  + The online activity is rising,
  + Educational and teleworking activities are focused on working at home
* Lessons learned from this activity
  + Webinars are effective
  + Teleconferencing is useful in furthering collaboration
* Future
  + Future will probably be some kind of a hybrid.
  + Increased tele-connections
* Reviewed the societies in our Division
* Discussion on recognizing product safety in academia
  + Possibility to forge some connections with ABET, an accreditation body

**Housekeeping and Secretary's Report**:

* General
* Approval of previous Meeting Report
  + Previous Meeting Report was circulated
  + Motion made and passed

**Working item Topics**:

* Financial situation
  + We have $200K in reserves
  + Income is only membership
    - Estimated $20K plus rules allow 50% of reserves
  + Treasurer is in contact with IEEE on how to access reserves
  + Debts are $15K to Conference Catalysts, and some outstanding travel expense
  + Expected income from Fall conference and Asia conference
* Conferences
  + Need to look at how to minimize costs for conference and consider options for cancellation
  + Discussed consideration of other conference contractors
* Membership
  + Membership numbers are down this year
  + Will discuss of downturn and ideas to gain membership
* Elections of the leadership team
  + Elections will happen later this year and must be in a electronic form
  + Due to the current situation of the President, would like to move election for President-elect up
    - Past President will put a call for nomination to President-elect
    - Call to ve issued by end of next week
    - Nomination in 2 weeks
    - Voting by 7/7
* Webinars and virtual chapter
  + Discussed ideas to create webinars and expand the virtual chapter
* Awards
  + We would have presented awards at ISPCE
  + Discussed ideas on how to do awards this year
* Fellow
  + We have one Fellow nomination
  + IEEE changed the way they accept nominations
    - Nominee must have a score of 90 minimum
  + Need participants for Fellow search committee
    - Do not need to be a Fellow to be on committee
  + Should have at least one nomination per year

**Past President's Report**:

* BoG Election
  + Currently have 3 nominations, but we need 6
  + Propose extending nomination to end of June or July
  + Motion to extend the call of nominations to end of July
    - Motion passed
* Reviewed report
* Past President’s Report : \_\_\_\_ \_\_\_\_\_

**Treasurer's Report:**

* Reviewed report
* Treasurer’s Report: \_\_\_\_\_\_\_\_\_\_

**VP Member Services:**

* Membership is down
  + Final renewal notices go out in March, and members are dropped from the rolls
  + Many members join to get a reduction in conference fees
  + Discussed free memberships to unemployed members
* Held a virtual chapter meeting in India
  + Had over 200 in attendance
* With reduced travel and in person attendance, we should investigate more online presence
* Discussed ideas to promote value
  + Possibly a free 30 minute consultation with a consultant or agency
* Ken will set up a meeting to discuss membership
* Need to form a committee to look at fees
* Member Services Report: \_\_\_\_\_\_\_\_\_\_\_\_\_

**VP Technical Activities :**

* Distinguished Lecturer
  + Program has officially started
  + Call for nominations for 2021 will be in the newsletter
* Mentoring program
  + Sent information for publication on website
* Waiting on input from education committee on expected contributions
* Reopen issue on Practical Guide Compliance and Product Safety Engineering draft
  + Waiting on BoG member opinions and suggestions
* Technical Activities Report: \_\_\_\_\_\_\_\_\_\_

**VP Communications:**

* Working on the next edition of the newsletter
* Would like to include some more information on technical committees
* Our LinkedIn group is over 3700 members
  + Advise some social media announcements are needed

**VP Conferences:**

* SPCE 2020 – Portland ( Daren )
  + Contract
* Reviewed report
* Virtual – how to get patrons
* SPCE 2020
* Local situation - Starting to open up, most businesses at Phase 2
  + Paused for Portland for 1 week for increased number of cases
* Venue
  + Considering Sentinel Hotel
    - May not be advantageous in case of a cancellation
    - Cancellation policy requires an event to be held within 3 months
  + Considering Embassy suites
  + IEEE has a relationship with Holiday Inns where we could get all of our money back
* Already paid Conference Catalyst $12.5K
* Consideration discussion
  + Local people can drive to the venue, no travel restrictions
  + How to host speakers? In person – virtual
* Question
  + Motion : Do we move forward with no physical facility
  + Motion passed – we will hold a virtual conference
* Conferences Report: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**LIAISON Reports**

* EMC+SIPI – July, 2020, Reno
  + PSES tutorial was submitted and has been accepted
  + Our timeslot is Friday morning which is the same as last year in New Orleans\
  + The event will be now held virtually
  + If there are others that would be interested in presenting one of the topics, either compliance 101, 201, GMA or take part in the expert panel, please let us know and I am sure we can accommodate other speakers than originally planned (since we did it last year …… it would be good to get others involved also)

**Old Business**

* No old business

**New Business**

* No new business

**Concluding Remarks**

**Adjourn**

* Adjourned at 2:34 pm

**Face to Face Meetings**

*All Day Board Meetings - 2020*

* 2020 Symposium (May 12-14) – May 11, 2020 - cancelled
* 2020 SPCE – November 16-17, Portland, OR – Date TBD

*Monthly Web Conferences*

**2020** - First Tuesday of each month – 9:00 AM - Central US time

2020 Web Conferences

* January 7
* February 4 - VP/ExCom Focus - Conferences
* March 3 - BoG
* April 7 - VP/ExCom Focus - Membership
* May 5 - BoG - cancelled
* June 13- BoG
* July 7 - BoG
* August 4 - VP/ExCom Focus
* September 1 - BoG
* October 6 - VP/ExCom Focus
* November 3 - BoG
* December 1 - VP/ExCom Focus

***Reminder – USA Daylight Saving Time BEGAN on March 8, and ENDS on November 1, 2020.***